

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

March 26, 2009

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, March 26, 2009, at 1:30 P.M.

Members Present:

Cecil Watkins, Chairman

Thomas A. Wicker, Vice-Chairman

Steve Adamec

Derek Gibbs

Members Not Present:

John Hairston

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Deputy Division Director

Craig Orgeron, Strategic Services Deputy Division Director

Mitchell Bounds, Data Services Division Director

David Johnson, Accounting Manager

Roger Graves, Telecomm Services Division Director

Jimmy Webster, Information Security Services Division Director

Paula Conn, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Rita Rutland, ISS Technology Consultant

Cheryl Yelverton, ISS Technology Consultant

Ravaughn Robinson, ISS Technology Consultant

Laura P. Mays, Data Services Division

Debra Brown, Strategic Services Division

Caren Brister, Strategic Services Division

Kevin Gray, Strategic Services Division

Bill Roach, Wireless Communications Commission Executive Officer

Others Present:

Becky Thompson, Mississippi Department of Finance and Administration

David Pitcock, Mississippi Department of Finance and Administration

Gayle Chittom, Mississippi Department of Finance and Administration

Teresa Planch, Mississippi Department of Finance and Administration

Steve May, Mississippi Department of Finance and Administration

Terry Smith, Mississippi State Tax Commission

Alice Gorman, Mississippi State Tax Commission

Susan Wilks, Mississippi State Tax Commission

Cindy Moses, Mississippi State Tax Commission

Slade Lindsay, Towers of Mississippi

Terrell Knight, Cellular South

Scott Cook, AT&T

Tonya Wells, Ciber, Inc.

Mark Hollingsead, Ciber, Inc.

Bud Douglas, IQH

Jim McIllwane, IQH

Ron Farris, RBISF, LLC

Mary Henson, Capitol Resources

Bill Buffington

Agenda Item No. 1: Cecil Watkins called the meeting to order and directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on February 19, 2009.

On motion by Steve Adamec and second by Tom Wicker that the minutes of the February 19, 2009 meeting be approved:

Motion carried; unanimously.

Agenda Item No. 2: Debra Spell and Teresa Planch presented an overview and request to issue RFP No. 3591-38090 for the acquisition of a Decision Support System/Executive Information System (DSS/EIS) for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA), OFFICE OF INSURANCE**. The staffs of ITS and DFA jointly request approval to advertise and publish RFP No. 3591-38090 for the acquisition of a Decision Support System/Executive Information System.

On motion by Tom Wicker and second by Steve Adamec that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Cheryl Yelverton and Alice Gorman, Deputy Commissioner, presented an overview and request to issue RFP No. 3592-37300 for the acquisition of a web based commercial off-the-shelf (COTS) integrated Tax Management System and the associated installation, configuration/integration, implementation and support services necessary to successfully support the core business process and functions of the **MISSISSIPPI STATE TAX COMMISSION (MSTC)**. The staffs of ITS and MSTC jointly request approval to advertise and publish RFP No. 3592-37300 for the acquisition of a web based commercial off-the-shelf (COTS) integrated Tax Management System and the associated installation, configuration/integration, implementation and support services necessary to successfully support the core business process and functions.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 4: Rita Rutland presented an overview and request to issue RFP No. 3593-38080 for the acquisition of a Geographic Emergency Notification System for the **MISSISSIPPI EMERGENCY MANAGEMENT AGENCY (MEMA)**. The staffs of ITS and MEMA jointly request approval to advertise and publish RFP No. 3593-38080 for the acquisition of a Geographic Emergency Notification System.

On motion by Tom Wicker and second by Steve Adamec that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 5: Teresa Washington and Becky Thompson, MAGIC Project Director, presented the recommendation for Project No. 3542-38119 for a change order to the agreement with Salvaggio,

Teal and Associates to restructure the MAGIC Phase I project deliverables, and develop a Request for Proposal for ERP implementation services for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The staffs of ITS and DFA jointly recommend approval of this Change Order Request in the amount of \$784,162.50, to restructure the MAGIC Phase I deliverables and develop a RFP for ERP implementation services. With this Change Order, the revised total lifecycle cost of this project is \$3,397,602.35.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 6: Paula Conn and Bill Roach, Executive Officer, presented the recommendation for Project No. 3584-37977 for the acquisition of build-to-suit radio tower construction services for the **MISSISSIPPI WIRELESS COMMUNICATION COMMISSION (WCC)**. The staffs of ITS and WCC jointly recommend approval of Towers of Mississippi to provide build-to-suit radio tower construction services at the lease rates and purchase prices documented for each tower height. The estimated 15-year lifecycle cost, if all sites are leased, is \$73,765,975.80.

On motion by Tom Wicker and second by Steve Adamec that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 7: Bud Douglas, Project Manager, presented an update to Project No. 3560-37409 for Medicity, Inc. to provide a coastal Mississippi hybrid clinical data repository/health information exchange system for the **MISSISSIPPI FOUNDATION FOR MEDICAL CARE, INC., dba INFORMATION AND QUALITY HEALTHCARE (IQH)**.

The Board acknowledged Agenda Item No. 8 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

On motion by Steve Adamec and second by Tom Wicker that the following per diem and expenses be approved:

Steve Adamec - per diem and expenses for 1 day;

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Derek Gibbs - per diem and expenses for 1 day;

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Cecil Watkins - per diem and expenses for 1 day;

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Thomas A. Wicker - per diem and expenses for 1 day;

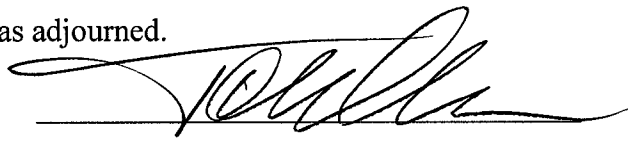
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Motion carried; unanimously.

There being no further business, the meeting was adjourned.



Cecil Watkins, Chairman



Tom Wicker, Vice-Chairman